



DEFENSE LOGISTICS AGENCY
DEFENSE LOGISTICS AGENCY ADMINISTRATIVE SUPPORT CENTER
8725 JOHN J. KINGMAN ROAD, SUITE 0119
FT. BELVOIR, VIRGINIA 2206043220



✓ REPLY
REFER TO

EXEMPTION CERTIFICATE FOR TAX ON OCCUPANCY OF HOTEL ROOM imposed
pursuant to Article 28 and Article 29 of the Tax Law

TO: _____
(Name and Address of Hotel, etc.)

This is to certify- that I, the undersigned, am a representative or employee of the Governmental Agency indicated above; that the charges for the occupancy at the above establishment on the dates set forth below have been, or will be, paid for by such Government Agency; and that such charges are incurred in the performance of my official duties as a representative or employee of such Governmental Agency.

DATES OF OCCUPANCY _____

SIGNATURE & DATE OF REPRESENTATIVE _____

TO BE RETAINED BY OPERATORS OF HOTELS, MOTELS AND SIMILAR
ACCOMMODATIONS AS EVIDENCE OF EXEMPT OCCUPANCY. A SEPARATE
EXEMPTION CERTIFICATE IS REQUIRED FOR EACH OCCUPANCY AND FOR EACH
REPRESENTATIVE OR EMPLOYEE.

